

Application Form for Continuing Education (CE) Credit Approval

Please fill out this form and email it to Education@thebao.ca. Please allow up to 30 days for a written decision as to whether the course is approved.

As a course provider, you must be able to track registration and/or attendance and provide a certificate or other confirmation of completion to licensees, which they in turn may be requested to provide to the BAO. You may also be requested by the BAO to confirm registration and/or completion of a course by one or more licensees.

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| Name of Organization Submitting this Application | |
| Contact Person for Above Organization | |
| Email Address: | |
| Phone Number | |
| Course Date(s) | |
| Location | |
| Type of Session (Conference, webinar, etc.) | |
| Title of Session (To be published, may be modified) | |
| Length of Session | |
| Speaker/Presenter Name | |
| Speaker/Presenter Title | |
| Speaker/Presenter Bio (Paragraph to be published) | |
| Description/Summary of Session (Paragraph to be published) | |

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| <p>List 3-5 Course Objectives Attendees will learn... (For example: Attendees will learn tools available to better communicate with their staff)</p> | |
| <p>List 3-5 Course Take-aways Attendees will walk away knowing how to: (For Example: Attendees will walk away knowing how to protect their business)</p> | |